

SPELL CHECK



To modify the dictionary to the user preference, under Utilities there are two choices one can select that are circled in red above. In selecting the “User Dictionary” the below information will appear for you to add, edit or delete words from your dictionary.

Edit the user dictionary

Use the form below to remove words from and add words to your user dictionary.

User dictionary contents:	Word:
<div></div>	<div></div>

The user dictionary contains words you use that are not in the spelling checker's main dictionary. If the spelling checker reports that a word is misspelled, but you know the word is correctly spelled, you can add it to your user dictionary so the spelling checker will not report the word again.

To remove a word from the user dictionary:

- Select the word you want to remove from the "User dictionary contents" list.
- Click on the "Remove Word" button.

To add a word to the user dictionary:

- Enter the word you want to add to the "Word" field. The word may contain letters, numbers, hyphens, and apostrophes, but should not contain spaces or punctuation. The word should start with a capital letter only if that is the correct way to spell it (e.g., *America*).
- Click on the "Add Word" button.

When selecting the "User Dictionary Options" the following information will be made available to modify how you would like the spell-checker to work for you.

USER DICTIONARY OPTIONS

Set spelling-checker options

Use the form below to set options that affect the way the spelling checker works:

<input type="checkbox"/>	Ignore capitalized words (e.g., <i>Canada</i>)
<input type="checkbox"/>	Ignore all-caps words (e.g., <i>ASAP</i>)
<input type="checkbox"/>	Ignore words with numbers (e.g., <i>Win98</i>)
<input type="checkbox"/>	Ignore words with mixed case (e.g., <i>SuperBase</i>)
<input type="checkbox"/>	Ignore domain names (e.g., <i>xyz.com</i>)
<input type="checkbox"/>	Ignore HTML markups (e.g., <i>text</i>)
<input checked="" type="checkbox"/>	Report doubled words (e.g., <i>the the</i>)
<input checked="" type="checkbox"/>	Case sensitive
<input type="checkbox"/>	Suggest split words
<input checked="" type="checkbox"/>	Typographical suggestions
<input type="checkbox"/>	Phonetic suggestions

Ignore Capitalized Words: When enabled, any words beginning with a capital letter are ignored (i.e., are skipped over without being checked). You might enable this option if the text being checked contains many proper names.

Ignore All-Caps Words: When enabled, any words containing all capital letters are ignored (i.e., are skipped without being checked). You might enable this option if the text being checked contains many acronyms.

Ignore Words with Numbers: When enabled, any words containing embedded digits are ignored (i.e., are skipped without being checked). Examples of such words include *Win98* and *Q4*. You might enable this option if the text being checked contains many code words or other symbols containing digits.

Ignore Words with Mixed Case: When enabled, any words containing an unusual mixture of upper- and lower-case letters are ignored (i.e., are skipped without being checked). Examples of such words include *MicroHouse* and *CapsLock*. You might enable this option if the text being checked contains many variable names or other symbols which use case changes to distinguish words.

Ignore Domain Names: When enabled, any words that appear to be Internet domain names (such as *wintertree-software.com*) are ignored (i.e., are skipped without being checked).

Ignore HTML Markups: When enabled, any HTML markups in the text (such as *text*) are ignored (i.e., are skipped without being checked).

Report Doubled Words: When enabled, the spelling checker reports the same word appearing twice in a row.

Case Sensitive: When enabled, a distinction is made between capitalized and non-capitalized words. For example, *canada* is considered different from *Canada*, so *canada* would be reported as a misspelling. When the option is disabled, *canada*, *Canada*, and *CANADA* are considered identical. Note that the performance of the spelling checker will be reduced if this option is disabled.

Suggest Split Words: When enabled, two separate words will be suggested as a replacement for a misspelling containing two joined words. For example, *is the* would be suggested as a replacement for *isthe*.

Typographical suggestions: When enabled, suggestions will be made based on words which look like the misspelled word.

Phonetic suggestions: When enabled, suggestions will be made based on words which sound like the misspelled word, using English pronunciation.